

## Message Text

UNCLASSIFIED

PAGE 01 CARACA 00167 072145Z

67

ACTION OIC-04

INFO OCT-01 ARA-10 ISO-00 DLOS-06 H-01 OC-06 CCO-00 /028 W

----- 036536

P 072048Z JAN 74

FM AMEMBASSY CARACAS

TO SECSTATE WASHDC PRIORITY 2304

UNCLAS CARACAS 00167

E.O. 11652: GDS

TAGS: OCON

SUBJECT: ADMINISTRATIVE ARRANGEMENTS FOR LOS CONFERENCE,  
CARACAS, JUNE 20-AUGUST 29, 1974

REF: STATE 244303, DECEMBER 14, 1973

1. WE HAVE CONSULTED WITH DR. EMILIO FIGUEREDO OF VENEZUELAN  
FOREIGN OFFICE WHO IS IN CHARGE OF ADMINISTRATIVE ARRANGEMENTS  
FOR LOS CONFERENCE WITH FOLLOWING RESULTS:

A. LODGING: FIGUEREDO ASSURED EMBASSY OFFICERS THAT HOUSING  
REQUIREMENTS OF US DELEGATION, AS GIVEN IN THE REFERENCE, WOULD  
BE MET. PRICES QUOTED IN REF TELGRAM ARE THOSE EXPECTED TO  
BE CHARGED BUT THERE MAY BE SOME VARIATIONS OF UP TO \$50 PER  
APARTMENT PER MONTH WHEN ALL COSTS ARE KNOWN. (HILTON HOTEL  
MANAGE HAS CONFIREMD TWO EXECUTIVE SUITES SUBJECT TO FINAL GOV  
APPROVAL.)

B. DELEGATION OFFICE SPACE: FIGUEREDO EXPLAINED THAT PRESENT  
PLANS ARE TO USE AVAILABLE OFFICE SPACE IN THE PARQUE CENTRAL  
COMPLEX IN FOLLOWING PRIORITY:

- (1) CONFERENCE REQUIREMENTS, MEETING ROOMS, ETC.
- (2) OFFICE SPACE FOR THOSE DELEGATIONS ATTENDING THAT  
DO NOT HAVE DIPLOMATIC MISSIONS IN VENEZUELA.
- (3) OFFICE SPACE FOR THOSE DELEGATIONS THAT DO HAVE  
DIPLOMATIC MISSIONS IN VENEZUELA.

FIGUEREDO REFUSED, HOWEVER, TO CONFIRM OFFICE SPACE FOR  
US DELEGATION UNTIL ALL REQUIREMENTS AND AVAILABLE  
UNCLASSIFIED

UNCLASSIFIED

PAGE 02 CARACA 00167 072145Z

SPACE KNOWN. HE EXPECTED THIS TO BE AFTER END OF JANUARY.

HE SUGGESTED EMBASSY ARRANGE OFFICE SPACE IN VILLASMIL BUILDING ABOUT 1/4 MILE FROM PARQUE CENTRAL COMPLEX. EMBASSY OFFICERS VISITED VILLASMIL BUILDING WHICH IS MODERN, 2 YEARS OLD AND HAS ENTIRE SECOND FLOOR VACANT WITH 1200 SQUARE METERS SPACE (ONE HUGE ROOM). PRICE TO BE NEGOTIATED, EXPECTED TO BE APPROXIMATELY BS. 20 PER SQUARE METER PER MONTH (\$4.67 PER SQUARE METER AT RATE OF \$1.00 EQUALS BS. 4.28). PRICE INCLUDES ALL UTILITIES, AIR CONDITIONING AND CARPETING. OWNERS WILLING TO GUARANTEE SPACE THROUGH CONFERENCE AND HAVE PROMISED TO HOLD SPACE AND GIVE US FIRST REFUSAL (IN EFFECT GIVE US AN OPTION) FOR SIXTY DAYS. IF WITHIN NEXT FEW WEEKS WE CANNOT GET SATISFACTORY ASSURANCE OF SUITABLE DELEGATION OFFICE SPACE IN PARQUE CENTRAL WE WILL HAVE TO BE PREPARED TO TAKE VILLASMIL BUILDING SPACE. SINCE OFFICE SPACE IN VILLASMIL BUILDING IS ONE LARGE ROOM, IN ORDER TO PROVIDE PRIVATE OFFICES EMBASSY WOULD HAVE TO INSTALL TEMPORARY PARTITIONS FOR CONFERENCE AND REMOVE THEM AFTERWARDS. THIS WILL BE VERY EXPENSIVE AS PANELING IS APPROXIMATELY \$32 PER SQUARE METER. SINCE CEILING IS APPROXIMATELY 2 METERS HIGH, EVERY LINEAR METER OF PANELING INSTALLED WILL COST APPROXIMATELY \$64. EXAMPLE: TO PROVIDE FOR AN OFFICE 5 METERS BY 5 METERS WOULD COST APPROXIMATELY \$640. ALTERNATIVES TO EXPENSIVE FULL TEMPORARY PARTITIONING WOULD BE TO USE LARGE ROOM AS IS, OR USE SUBSTANTIAL PART AS IS WITH MINIMUM NUMBER OF PARTITIONED PRIVATE OFFICES. WE ARE SENDING FLOOR PLAN.

2. FURNISHINGS. EMBASSY EXPLORING POSSIBILITY OF RENTAL OF FURNISHINGS FOR CONFERENCE BUT UNABLE TO GET FIRM QUOTATION AS OF THIS DATE. MAY HAVE TO BE PURCHASED OR IMPORTED FROM US. THIS WILL BE SUBJECT OF A LATER TELEGRAM.

3. SECRETARIES: NO SECRETARIES WILL BE AVAILABLE FROM EMBASSY. WE HAVE UNDERTAKEN TO RECRUIT FROM LOCAL AMERICAN COMMUNITY, BUT TO DATE ONLY TWO APPLICATIONS RECEIVED FROM QUALIFIED SECRETARIES, ONLY THREE FROM TYPISTS WITHOUT SHORTHAND. ADVISE ASAP HOW MANY WILL NEED TO BE RECRUITED LOCALLY.

4. SECURITY: MINIMUM OF FIVE ADDITIONAL MARINES WOULD BE REQUIRED FOR COMPLETE SECURITY OF US DEL OFFICES IN VILLASMIL BUILDING OR PARQUE CENTRAL.  
UNCLASSIFIED

UNCLASSIFIED

PAGE 03 CARACA 00167 072145Z

5. EQUIPMENT: EMBASSY FORESEES NO PROBLEM RENTING TYPEWRITERS AND XEROX EQUIPMENT. RENTAL PRICE OF TYPEWRITER IS \$47 PER MONTH; RENTAL PRICE FOR XEROX EQUIPMENT LISTED IN STATE 244303 IS APPROXIMATELY \$546 PER MONTH FOR 12,000 COPIES MINIMUM.

6. TELEPHONES: 30 TELEPHONES WILL BE AVAILABLE AS REQUESTED. PRICE IS \$9.00 PER MONTH PER PHONE, PLUS

\$152 PER PHONE FOR INSTALLATION.

7. EMBASSY HAS ARRANGED FOR HIRE TWO CARS AND DRIVERS FROM LOCAL AUTO RENTAL COMPANY. PRICE WILL BE \$112.00 PER CAR PER DAY. PRICE OF MINIBUS FOR SHUTTLE SERVICE BETWEEN VILLASMIL BUILDING AND CONFERENCE SITE WOULD BE APPROXIMATELY \$70 PER TEN HOUR DAY.

8. EMBASSY WILL ALSO REQUIRE 3 ADDITIONAL COMMUNICATORS TO PROVIDE 3-EIGHT HOUR SHIFTS. ALSO NEED CRYPTOGRAPHIC EQUIPMENT.  
MCCLINTOCK

UNCLASSIFIED

NNN

## Message Attributes

**Automatic Decaptioning:** X  
**Capture Date:** 01 JAN 1994  
**Channel Indicators:** n/a  
**Current Classification:** UNCLASSIFIED  
**Concepts:** n/a  
**Control Number:** n/a  
**Copy:** SINGLE  
**Draft Date:** 07 JAN 1974  
**Decaption Date:** 01 JAN 1960  
**Decaption Note:**  
**Disposition Action:** n/a  
**Disposition Approved on Date:**  
**Disposition Authority:** n/a  
**Disposition Case Number:** n/a  
**Disposition Comment:**  
**Disposition Date:** 01 JAN 1960  
**Disposition Event:**  
**Disposition History:** n/a  
**Disposition Reason:**  
**Disposition Remarks:**  
**Document Number:** 1974CARACA00167  
**Document Source:** CORE  
**Document Unique ID:** 00  
**Drafter:** n/a  
**Enclosure:** n/a  
**Executive Order:** N/A  
**Errors:** N/A  
**Film Number:** n/a  
**From:** CARACAS  
**Handling Restrictions:** n/a  
**Image Path:**  
**ISecure:** 1  
**Legacy Key:** link1974/newtext/t19740159/aaaacdwr.tel  
**Line Count:** 127  
**Locator:** TEXT ON-LINE  
**Office:** ACTION OIC  
**Original Classification:** UNCLASSIFIED  
**Original Handling Restrictions:** n/a  
**Original Previous Classification:** n/a  
**Original Previous Handling Restrictions:** n/a  
**Page Count:** 3  
**Previous Channel Indicators:**  
**Previous Classification:** n/a  
**Previous Handling Restrictions:** n/a  
**Reference:** STATE 244303, DECEMBER 14, 1973  
**Review Action:** RELEASED, APPROVED  
**Review Authority:** WorrelSW  
**Review Comment:** n/a  
**Review Content Flags:**  
**Review Date:** 26 FEB 2002  
**Review Event:**  
**Review Exemptions:** n/a  
**Review History:** RELEASED <26 FEB 2002 by chappeld>; APPROVED <18-Nov-2002 by WorrelSW>  
**Review Markings:**

Declassified/Released  
US Department of State  
EO Systematic Review  
30 JUN 2005

**Review Media Identifier:**  
**Review Referrals:** n/a  
**Review Release Date:** n/a  
**Review Release Event:** n/a  
**Review Transfer Date:**  
**Review Withdrawn Fields:** n/a  
**Secure:** OPEN  
**Status:** NATIVE  
**Subject:** ADMINISTRATIVE ARRANGEMENTS FOR LOS CONFERENCE, CARACAS, JUNE 20-AUGUST 29, 1974  
**TAGS:** OCON  
**To:** STATE  
**Type:** TE  
**Markings:** Declassified/Released US Department of State EO Systematic Review 30 JUN 2005